

# Travel & Expense Account Transmittal Sheet

After Approval, Mail Receipts To

DRE-Accounting Office  
2201 Broadway  
Sacramento, CA 95818

Employee Name Davi, Jeff  
Expense Dates 02/02/10-02/25/10  
Total Expense Amount 966.62  
Amount Due Employee 966.62  
Form ID TEA000638924

## DIRECTIONS FOR SUBMISSION

1. Attach the following receipts, and other appropriate documentation to this Transmittal Sheet.

| Date     | Expense Item  | Amount | If not submitted - Explain |
|----------|---------------|--------|----------------------------|
| 1) 02/02 | Lodging       | 98.33  |                            |
| 2) 02/03 | Lodging       | 98.33  |                            |
| 3) 02/16 | Lodging       | 98.42  |                            |
| 4) 02/22 | Lodging       | 101.82 |                            |
| 5) 02/22 | Parking, Auto | 25.00  |                            |
| 6) 02/23 | Lodging       | 101.82 |                            |
| 7) 02/23 | Parking, Auto | 25.00  |                            |
| 8) 02/23 | Parking, Auto | 10.50  |                            |
| 9) 02/24 | Lodging       | 125.40 |                            |

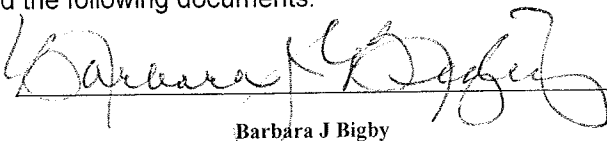
STANDARD PARKING  
980 9TH ST.  
Rcpt# 91649  
02/23/10 11:36 LH 1 AM 3 Txn#248429  
02/23/10 09:44 In 02/23/10 11:36 Out  
NEW MAIN FEE \$ 10.50  
Total Fee \$ 10.50  
CASH PAID \$ 10.50-  
Cash Tender \$ 10.50  
Change Due \$ 0.00  
THANK YOU

Attached documentation through your approval process.

2/2-2/6/10 - WORK in SAE DO; attend  
CBIA/DRE Comm. mtg in SD;  
attend DRE Forum & Legal  
Forum in Indian Wells  
2/16/10 - WORK in Sae D.O.  
2/22/25 - WORK in Sae D.O; attend  
Strategic Planning mtg  
in LA.

I have reviewed the following documents.

Approved  
by:

  
Barbara J Bigby

# FOUR POINTS

BY SHERATON

FOUR POINTS BY SHERATON SACRAMENTO INTERNATIONAL AIRPORT • 4900 DUCKHORN DRIVE • SACRAMENTO CA 95834  
FOURPOINTS.COM/SACRAMENTOAIRPORT • TEL (916) 263 9000 • FAX (916) 263 9933

GUEST  
Jeff Davi

ROOM 321  
RATE 109.00  
# PERSONS 1  
FOLIO 104923 A  
PAGE 1  
ARRIVE 02-FEB-10 17:53  
DEPART 04-FEB-10  
PAYMENT AX

TRAVEL AGENT  
CHARGE TO

| DATE        | REFERENCE | DESCRIPTION      | DEBIT             | CREDIT                  |
|-------------|-----------|------------------|-------------------|-------------------------|
| 02-FEB-10   | RT321     | Room Charge      |                   | <del>109.00</del> 84.00 |
| 02-FEB-10   | RT321     | Room Tax         |                   | 13.08                   |
| 02-FEB-10   | RT321     | Tourism Tax      |                   | 1.25                    |
| 03-FEB-10   | RT321     | Room Charge      |                   | <del>109.00</del> 84.00 |
| 03-FEB-10   | RT321     | Room Tax         |                   | 13.08                   |
| 03-FEB-10   | RT321     | Tourism Tax      |                   | 1.25                    |
| 04-FEB-10   | AX        | American Express | <del>246.66</del> |                         |
| Balance Due |           |                  | 0.00              |                         |

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

## EXPENSE REPORT SUMMARY

| Date      | Room & Tax | Food & Bev | Telephone | Other | Total  | Payment |
|-----------|------------|------------|-----------|-------|--------|---------|
| 02-FEB-10 | 123.33     | 0.00       | 0.00      | 0.00  | 123.33 | 0.00    |
| 03-FEB-10 | 123.33     | 0.00       | 0.00      | 0.00  | 123.33 | 0.00    |
| Total     | 246.66     | 0.00       | 0.00      | 0.00  | 246.66 | 0.00    |

Thank you for choosing Starwood Hotels. We look forward to welcoming you back soon!

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges.

As a Starwood Preferred Guest, you could have earned 641 Starpoints for this visit. Please provide your member number or enroll today.


Jeff Davi  
FOLIO 104923 02-FEB-10

FOR RESERVATIONS DIAL (800) 368 7764 IN THE UNITED STATES AND CANADA



Residence Inn by Marriott  
Sacramento Airport Natomas

2410 West El Camino : Sacramento, CA 95833  
P 916.649.1300

Jeff Davi  


Dre

Room: 2012

Room Type: STDO

Number of Guests: 1

Rate: \$109.00 Clerk: KES

Arrive: 16Feb10

Time: 08:43AM

Depart: 17Feb10

Time: 06:14AM

Folio Number: 71576

Date

Description

Charges

Credits

16Feb10

Room Charge

~~109.00~~ 84.00

16Feb10

Occupancy Sales Tax

13.08

16Feb10

Tourism Assessment


1.25

16Feb10

City Tax

0.09

17Feb10

Master Card  


~~123.42~~

Amount: 123.42 Auth: 65064B Signature on File  
This card was electronically swiped on 16Feb10

This is a partial listing of guest charges. Subtotal: 0.00

Marriott Rewards Account # XXXXX7897. Your Marriott Rewards points/miles earned on your room rate will be credited to your account. For account activity: 801-468-4000 or MarriottRewards.com.

#### Latest News From Marriott Rewards

Tell a friend about Marriott Rewards, you'll both get 1,000 points when they stay -- up to five friends, five stays each. That's up to 25,000 points for you. Refer Friends, Get Points! See details at MarriottRewards.com/Friend

Register by March 31 to earn up to 25,000 MegaBonus points! Earn bonus points for stays between February 1 and April 30, 2010 at over 3,100 participating properties around the world. Register now at MarriottRewards.com/MegaBonus or 888-MARRIOTT

Thank you for choosing Residence Inn by Marriott Sacramento Natomas. We look forward to serving you again.

Get all your hotel bills by email by updating your Marriott Rewards Preferences. Or, ask the Front Desk to email your bill for this stay. See "Internet Privacy Statement" on Marriott.com.



Hyatt Regency Sacramento  
at Capitol Park  
1209 L Street  
Sacramento, CA 95814  
916 443 1234

INVOICE

Payee Jeff Davi

United States

Room No. 0914  
Arrival 02-22-10  
Departure 02-24-10  
Page No. 1 of 1  
Folio 132402  
Invoice

Membership GP 507392436K

Bonus Code

Confirmation No. 3638949901

Group Name

| Date     | Description           | Charges                 | Credits |
|----------|-----------------------|-------------------------|---------|
| 02-22-10 | Cash                  |                         | 400.00  |
| 02-22-10 | Package               | <del>149.00</del> 84.00 |         |
| 02-22-10 | Occupancy Tax         | 16.17                   |         |
| 02-22-10 | STBID Assessment      | 1.50                    |         |
| 02-22-10 | CA Tourism Assessment | 0.15                    |         |
| 02-22-10 | Parking Valet         | 25.00 pkg               |         |
| 02-23-10 | Package               | <del>149.00</del> 84.00 |         |
| 02-23-10 | Occupancy Tax         | 16.17                   |         |
| 02-23-10 | STBID Assessment      | 1.50                    |         |
| 02-23-10 | CA Tourism Assessment | 0.15                    |         |
| 02-23-10 | Parking Valet         | 25.00 pkg               |         |
| 02-24-10 | Guest Paid Out        | 16.36                   |         |

Your Gold Passport account will be credited for this stay.

Total 400.00 400.00

Balance 0.00

Thank you for choosing Hyatt Regency Sacramento. We hope that you enjoyed your stay with us. Our goal is to exceed our guests' expectations. If you have any comments regarding your stay please share them with us.

Consumer Affairs: Michael Steinwender 916-321-3632 or michael.steinwender@hyatt.com  
LOST & FOUND V-MAIL: 916-443-1234 ext:4572

Please remit payment to:  
Hyatt Regency Sacramento  
PO Box 202649  
Dallas, TX 75319

Customer Service number: 1-888-863-3020  
Customer Service email: Na.CustomerService@Hyatt.com

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

I accept delivery of The Wall Street Journal M-F (Gold Passport, Club, Suite and VIP rooms only). If refused, a refund of \$1 will be provided.

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## Reservation Details

- **Confirmation Number:** 90277016
- **Your hotel:** Los Angeles Marriott Downtown
- **Check-in:** Wednesday, February 24, 2010 (03:00 PM)
- **Check-out:** Thursday, February 25, 2010 (12:00 PM)
- **Room type:** Guest room, 1 King or 2 Double, City view
- **Number of rooms:** 1
- **Guests per room:** 1
- **Guest name:** Jeff Davi
- **Reservation confirmed:** Tuesday, February 16, 2010 (17:58:00 GMT)
- **Guarantee method:** Credit card guarantee, American Express

**Special request(s):**

- 1 King Bed, Not Available
- I.D. Required, Request Noted

| Summary of Room Charges   | Cost per night per room (USD) |
|---|-------------------------------|
| Wednesday, February 24, 2010 - Thursday, February 25, 2010 ( 1 night )  | 110.00                        |
| Government State rate, state government ID required   |                               |
| Estimated government taxes and fees   | 15.40                         |
| <b>Total for stay (for all rooms)</b>   | <b>125.40</b>                 |
| <ul style="list-style-type: none"><li>• Valet parking, fee: 30 USD daily</li><li>• Changes in taxes or fees implemented after booking will affect the total room price.</li></ul> |                               |

You may modify or cancel your reservation online (see details below), or call 1-800-228-9290 in the US and Canada. Elsewhere, call our worldwide telephone numbers.

Contact us if you have questions about your reservation.

**Canceling Your Reservation**

- You may cancel your reservation for no charge until 06:00 PM hotel time on Wednesday, February 24, 2010.
- Please note that we will assess a fee of 125.40 USD if you must cancel after this deadline.

If you have made a prepayment, we will retain all or part of your prepayment. If not, we will charge your credit card.

**Modifying Your Reservation**

- Please note that a change in the length or dates of your reservation may result in a rate change.
- Please be prepared to show proof of eligibility for your rate (such as a membership card, corporate or government identification card, or proof of your age).

## Marriott Rewards

- Not a member? Earn points for each stay. Join today >>

## Hotel Services & Amenities